

# THE LADY STANLEY INSTITUTE

—FOR—

# TRAINED NURSES.

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INCORPORATED 1890.—

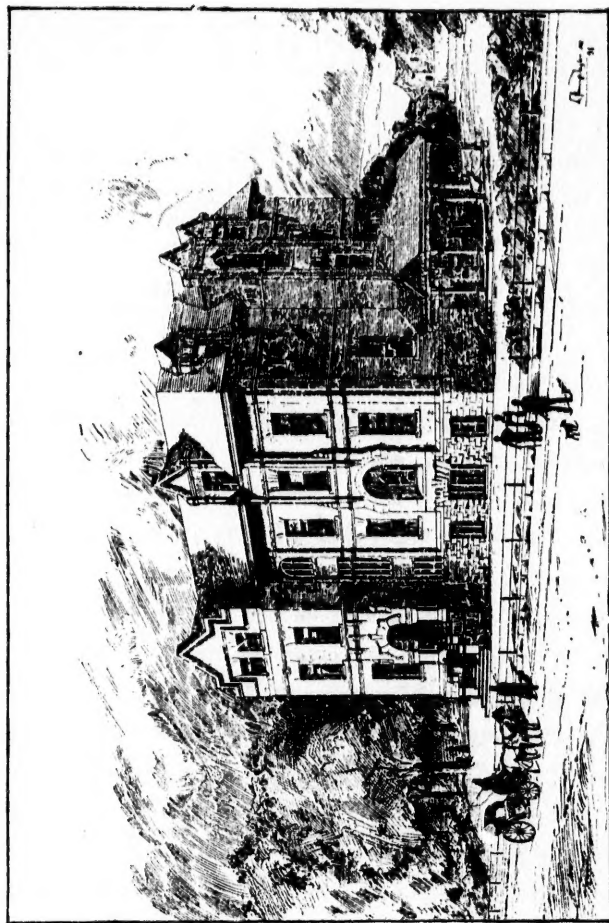
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OTTAWA:

FREE PRESS OFFICE, COR. QUEEN AND ELGIN STREETS,

1892.







THE LADY STANLEY INSTITUTE.

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# THE LADY STANLEY INSTITUTE FOR TRAINED NURSES.

## INTRODUCTION.



At their Second Annual Meeting the Directors of the LADY STANLEY INSTITUTE FOR TRAINED NURSES concluded that the time had arrived when it was desirable and proper to furnish to Subscribers and the public generally, in printed form, a complete and detailed statement of their transactions, from the initiation of the movement which ultimately led to the establishment of the Institute down to the close of a period which includes over seven months of its actual work ; and they entrusted to a Committee, composed of the undersigned, the preparation of a brief historical preface, designed to present in outline the facts which are related at greater length in the appended documents. It is but just to say that the work of the Committee has been rendered exceedingly simple and easy of accomplishment by the perfect manner in which these records have been kept, and their contents embodied in the several Reports of the Directors, by the Honorary Secretary.

The idea of establishing an institution of this kind in Ottawa originated with Her Excellency the Lady Stanley of Preston. At a numerously attended meeting of representative citizens, convened in the City Hall on the 18th February, 1890, at the suggestion and on the invitation of Her Excellency, the desirability of giving practical effect to the idea was

affirmed and approved by formal resolution. The Provisional Executive Committee appointed by that meeting at once entered upon the business entrusted to them with a systematically applied energy worthy of the object in view. The first step taken by the Committee was to decide that the proposed institution should be named "The Lady Stanley Institute for Trained Nurses," in this way—to use the language employed by the Directors in their First Annual Report—identifying it permanently with the name of Her Excellency; and to appoint her the Honorary President, and the Baroness Macdonald of Earnscliffe the Honorary Vice-President, —both having taken, as they have since continued to take, a most active part in the promotion of the project. Having ascertained the probable amount of money necessary to acquire a suitable site and construct and properly furnish a suitable building—estimated in round figures at \$20,000—the Committee issued an appeal to the public for subscriptions, the following quotation from which explains clearly and comprehensively the aims and objects of the promoters:— "Within the past thirty years a marked improvement has been made in the nursing of the sick, both in hospitals and in private homes. This improvement is mainly due to the training that has been made available to a large number of women in the various Institutes or Schools for trained nurses established in almost every leading city in Great Britain, the United States and Canada, whereby they can obtain a knowledge of disease and its treatment, and of the various duties required of a nurse in the sick room sufficient to enable them to carry on their good work with intelligent and watchful care. The City of Ottawa at present stands almost alone among the cities of any size in Canada, in not affording an opportunity to those desiring to acquire a knowledge of the proper nursing of the sick; and until within the last few weeks no effort has been made to establish in Ottawa a school to train women in this much needed branch of education.

"The Institute will be for the education of women as nurses, and will afford a home not only for those in course of training but for many who will devote themselves when trained to the nursing of the sick.

"It is almost needless to say how invaluable are the services of a properly trained nurse in cases of severe or long continued illness, whether such services are rendered by a mother or daughter in her own family or by a professional nurse. They not only minister greatly to the comfort of the patient, but aid and assist in a very great degree the efforts of the attending physician."

How heartily and generously the public responded to this appeal and to the representations of the sub-committees designated at the time to solicit subscriptions, the list of subscribers which now, with their several gifts set opposite their names, finds publicity for the first time, will enable the reader to realize.

On the 14th June, 1890, the Provisional Committee, finding that a sufficient sum had been subscribed to justify them in proceeding, called a meeting of the subscribers, submitted to them and obtained their approval of a draft Declaration and Certificate of Incorporation, and seven days later, the requisite statutory Charter of Incorporation being secured in the interval, handed over the work of establishing and maintaining the Institute to a Board of Directors elected by the subscribers. Having chosen the necessary officers and committees, and framed and adopted by-laws for their own guidance and the government of the Corporation, the Directors applied themselves earnestly to the accomplishment of the design which had so far been carried out so effectively by the Provisional Committee; and in the course of the summer they selected and purchased the site upon which the Institute now stands, obtained, accepted and approved of a plan and specifications, called for tenders for the whole work of construction, and entered into contracts based upon the best offers submitted by the 11th of September, from and after which time until it was completed and ready for occupation the erection of the building was vigorously prosecuted.

The energies of the Directors and friends of the Institute, however, were by no means confined to the work of construction while that was in progress. On the contrary, the canvass for subscriptions was continued



with great activity ; so that at the date of the First Annual Report, the 26th of January, 1891, the sum of \$13,885.50 had been promised of which \$11,600.50 had been paid up ; while the engagements of the Board up to that time amounted to \$16,221.50. Neither had the probable requirements of the Institute when ready for occupation been overlooked, for already, through the efforts of the Honorary President and Vice-President, Lady Stanley and Lady Macdonald, assisted by a large number of ladies, provision had been made for furnishing the building free of any charge upon the funds of the Corporation : which led the Directors to record in their Report their sense of " the great obligations under which the Institute " is placed to Her Excellency and to Lady Macdonald for the great interest " which they have shown in the scheme, and their untiring efforts towards " making it a success." It was but natural therefore that the Board, in submitting the Report mentioned, should have felt justified in saying that very satisfactory progress had been made, considering that less than a year had elapsed since the establishment of the Institute was first publicly suggested ; and what has since transpired has amply vindicated their expressed confidence that the success theretofore attained would be maintained throughout.

On the 21st May, 1891, the Institute,—a seemly and substantial structure, as the engraving which adorns the title-page of this publication testifies, completed at a cost of \$15,830 and well within the estimate, handsomely supplied with furniture to the value of nearly \$3,000 free of charge to the Corporation, efficiently organized both as regards its staff and its system of government, thoroughly equipped in every way, indeed, for the purposes which its projectors had in view, and paid for in full to the utmost farthing—was formally opened by His Excellency the Governor-General, Lord Stanley of Preston, in the presence of a large and representative gathering of the citizens of Ottawa, including most of the prominent clergymen. Not only did the Institute commence without debt or liability of any kind—certainly a remarkable and uniquely auspicious fact in its history—but it actually had a substantial reserve of \$4,295 to its credit on the 11th of January last to provide against possible deficiency



arising out of the difference between income and cost of maintenance during the early part of its career. Nearly the whole of this surplus consists of a contribution of \$4,000 made by a friend of the Institution who modestly declines to let his name be made public.

And while Lady Stanley, Lady Macdonald, the sub-committees appointed for the purpose, and the numerous other promoters and supporters of the undertaking, were busy canvassing for subscriptions, securing furniture for the building, and otherwise assisting, the Directors were keenly alive to the necessity of providing for the time when the Institute should be complete and the object for which it was being erected must begin to be realized. Accordingly, a competent and experienced lady superintendent was after careful enquiry and selection engaged, with such a staff of assistants as seemed to be required ; and an agreement was arrived at with the Directors of the General Protestant Hospital, by the operation of which the nursing in that Institution has been given over to the lady superintendent and staff of the Institute. The full text of this arrangement, which has so far proved wholly satisfactory to all concerned, with interesting details of the constitution and plan of government of the Institute, the qualifications of the trained nurses employed, and their relations to and duties in the Hospital, will be found in the Report of the Executive Committee of the Board of Directors of the Institute, dated the 11th of January last, which is one of the appended documents. A perusal of that report will also explain to subscribers and other readers the work outside of the Hospital in which the nurses of the Institute have been engaged, in respect of which the increasing demand for their services proves that wherever they have been tried the superior qualifications they have acquired by their training have been appreciated. Particular attention is directed to the gratuitous work which the Institute is endeavoring to accomplish among the deserving poor. The amount of this work is as yet necessarily limited ; but it is the intention to extend it, as the generosity of subscribers permits, upon a prudent and conservative plan, which will have for its aim the visitation in their own homes of the people who have the misfortune to be at the same time sick and in straitened circumstances,

and the furnishing of skilled advice and assistance to those who are in attendance upon them. What an extensive field for wise benevolence lies open and undeveloped in this direction—benevolence which may be bestowed without offending those who are sensitive and self-reliant although unfortunate, or unduly encouraging the class who are inclined to be dependent—needs no demonstration here.

Having made these preliminary observations, the Committee would recommend to subscribers a careful and thoughtful perusal of the documents, the effect of which is herein attempted to be summarized, and which will be found arranged in chronological order. They are contributed mainly by the President, the Honorary Secretary, and the Treasurer, to whose ability, administrative capacity, and zeal the Institute owes a large share of its popularity and prosperity.

Finally, they would respectfully beg to emphasize, what the Directors make so manifest in their Reports, that while difficulties and discouragements have here and there been encountered, they have been boldly faced and surmounted ; and the measure of success which has so far attended the Lady Stanley Institute for Trained Nurses, from the inauguration of the movement for its establishment down to and including the completion of the building, and the commencement of the humane and laudable work for the promotion of which it is designed, must have been entirely satisfactory to the august lady with whom that movement originated, as well as to all who aided and assisted her either by personal effort or monetary or other material contributions, and to the people of the Capital and the Ottawa Valley generally.

Respectfully submitted,

A. M. BURGESS,

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PROVISIONAL COMMITTEE.

1890.

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HONORARY PRESIDENT :

HER EXCELLENCY THE LADY STANLEY OF PRESTON.

HON. VICE-PRESIDENT :

THE BARONESS MACDONALD OF EARNSCLIFFE,

CHAIRMAN :

SANDFORD FLEMING, C.E., C.M.G.

HONORARY TREASURER :

GEORGE BURN.

HONORARY SECRETARY :

JOHN P. FEATHERSTON.

HONORARY SOLICITOR :

ALEXANDER FERGUSON, Q.C.

COMMITTEE :

Samuel Howell, John A. Cameron, John C. Edwards, W. Lake Marler, J. Travers Lewis, F. P. Bronson, C. Berkeley Powell, William Whillans, Thomas Birkett, Alderman McLean, W. A. Allan, H. Allan Bate, E. Seybold, The Honorable Mr. Justice Patterson, The Hon. Mr. Justice Burbidge, Mr. Sheriff Sweetland, Alderman Stroud, Mayor Erratt, H. H. Brennan, E. B. Eddy, Edward Moore, Alonzo Wright, M.P., John R. Booth, W. C. Edwards, M.P. G. B. Pattee, A. J. Stephens, and T. C. Keefer, C.E.

## Declaration of Incorporation.

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We, the undersigned, residents of the City of Ottawa, Province of Ontario, each of the full age of twenty-one years, being desirous of becoming, together with such other persons as may hereafter be associated with us, incorporated as a Society under the provisions of "An Act respecting Benevolent Provident and other Societies," Chapter 172 of the Revised Statutes of Ontario, 1887, hereby declare as follows:—

1. The corporate name of the Society is to be "The Lady Stanley Institute for Trained Nurses."

2. The purposes of the Society are to be the establishment and maintenance at the City of Ottawa of a school or institute for training nurses for the sick, and a home or residence for trained nurses, and as incidental thereto the providing of trained nurses for those who require their services.

3. The affairs of the Society are to be managed and conducted by a Board composed of Life Governors, Life Trustees, and of eight Trustees elected annually from amongst the ordinary members of the Society of which Board five shall form a quorum, and the said Board shall elect annually from amongst their number a President, Vice-President, Secretary and Treasurer of the Society, and they may from time to time appoint such other officers as they consider necessary or advisable for the proper management of the Institute.

4. Every person who subscribes and pays for the purposes of the Society into its funds the sum of five hundred dollars, or any sum over that amount, shall be a Life Governor of the Society, with all the rights of an elective Trustee and ordinary member of the Society, except that of being an elective Trustee and without payment of any annual subscription.

5. Every person who subscribes and pays for the purposes of the Society into its funds two hundred dollars, or any sum over that amount, shall be a Life Trustee of the Society, with all the rights of an elective Trustee and ordinary member of the Society, except that of being an elective Trustee and without payment of any annual subscription; and every person who subscribes and pays for the purposes of the Society into its funds one hundred dollars, and an annual subscription of five dollars, shall be a Life Trustee of the Society, with all the rights of an elective Trustee and ordinary member of the Society, except that of being an elective Trustee.

6. Every person who subscribes and pays for the purposes of the Society into its funds five dollars, or any sum exceeding that amount each year, shall be an ordinary member of the Society and be entitled to vote at all meetings of the members of the Society.

7. The annual meeting of members of the Society, at which the elective Trustees are to be elected, shall be held at the City of Ottawa on the second Wednesday of January in each year, and the election of said Trustees shall be by ballot.

8. At any meeting of the members of the Society nine members present shall be sufficient to form a quorum.

9. Until other provision is made by by-law or regulation, the annual or any other meeting of the members of the Society shall be called by seven days' notice in writing from the Secretary by the direction of the President, or in his absence of the Vice-President, mailed prepaid to the address of each ordinary member and other person entitled to be present at such meeting.

10. Special meetings of the members of the Society shall be called by the Secretary at any time when he is directed so to do by the President, or in his absence by the Vice-President, and the business transacted at such meetings shall be confined to what is specified in the said notice.

11. The Board of Trustees may from time to time make repeal or amend the by-laws, rules or regulations as they think necessary or proper for the efficient management of the Society and the carrying on of its objects ; and the Society may at any annual or special meeting of its members, change the number of its elective Trustees or other officers, the date of its annual meeting, or the qualification of its ordinary members, or any other of the foregoing provisions as to its officers, meetings, or mode of conducting the affairs of the Society.

12. Until other provision is made by by-law or regulation, a meeting of the Board of Trustees may be called at any time by the Secretary on the request of the President, or in his absence of the Vice-President by his giving three days previous notice in writing, mailed prepaid to each person entitled to such notice, naming the time and place in the City of Ottawa where such meeting is to be held.

13. In the event of any elective Trustee dying, resigning or refusing to act, or becoming incapable of acting, the Board of Trustees may appoint any duly qualified member to fill the vacancy, and such person shall hold office until the next election of Trustees.

14. The following persons, that is to say :—

George Burn, Banker ; George S. May, Merchant ; Herbert H. Brennan, Merchant ; John R. Armstrong, Esquire ; William Whillans, Merchant ; Robert V. Sinclair, Barrister-at law ; Chartres R. Cunningham, Agent, and A. J. Stephens, Merchant, all of the City of Ottawa, shall be and hold office as the first or provisional elective Trustees until the first annual meeting of the Society, or until their successors are elected ; and they shall have all the powers of ordinary elective trustees as hereinbefore provided for, and shall constitute together with those persons who are qualified as above as Life Governors, and those persons who are qualified as above as Life Trustees the first or provisional Board of said Society. John Sweetland, Sheriff, shall be the President ; Frank P. Bronson, Lumber Merchant, shall be the Vice-President ; John P. Featherston, Esquire,

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shall be the Secretary, all of whom are of the City of Ottawa and are Life Governors or Life Trustees as aforesaid, and said George Burn shall be the Treasurer, and they shall hold office as such officers until after the first annual meeting or until their successors are appointed.

15. The powers and duties of the said officers and their successors and of all other officers of the Society may from time to time be defined by the Board of Trustees by by-law or regulation.

IN WITNESS whereof, we have hereunto subscribed this our declaration at the said City of Ottawa, this fourteenth day of June, one thousand eight hundred and ninety, naming our respective residences and additions.

| NAME.                   | RESIDENCE. | ADDITION.                                     |
|-------------------------|------------|-----------------------------------------------|
| W. J. Ritchie .....     | Ottawa.    | Chief Justice of the Supreme Court of Canada. |
| Francis Clemow .....    | "          | Senator.                                      |
| John Sweetland .....    | "          | Sheriff of the County of Carleton.            |
| John Mather .....       | "          | Lumber Merchant.                              |
| J. P. Featherston ..... | "          | Esquire.                                      |
| W. L. Marler .....      | "          | Banker.                                       |
| A. Ferguson .....       | "          | Esquire.                                      |
| H. N. Bate .....        | "          | Merchant.                                     |
| E. Seybold .....        | "          | Merchant.                                     |



## Certificate of Incorporation.

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In the matter of "An Act respecting Benevolent, Provident and other Societies," Chapter 172 of the Revised Statutes of Ontario, 1887, and of the Society of "The Lady Stanley Institute for Trained Nurses."

I, WILLIAM AIRD ROSS, Judge of the County Court of the County of Carleton, do hereby certify that the within declaration in duplicate has been produced to me, that I have examined the same pursuant to section two of the above Act, and that the same appears to me to be in conformity with the said Act.

All of which I hereby certify under my hand at the City of Ottawa, in the County of Carleton and Province of Ontario, this seventeenth day of June, A. D., 1890.

(Sgd.) W. A. ROSS,

Judge of the County Court

Of the County of Carleton.

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I certify that a duplicate original of the within instrument was duly filed with me as Clerk of the Peace for the County of Carleton, on the 17th day of June, A. D., 1890.

(Sgd.) ROBERT LEES,

Clerk of the Peace

In and for the County of Carleton

# By-Laws

ADOPTED 24TH JUNE, 1890.

1. The following persons shall be ordinary members of the Institute, and shall be entitled to vote at all meetings of the Society :—

(A) Every person who has subscribed and paid or who hereafter subscribes and pays to the Treasurer of the Institute the sum of two hundred dollars or upwards, shall be an ordinary member for life.

(B) Every person who has subscribed and paid or who hereafter subscribes and pays in advance to the Treasurer of the Institute, five dollars or upwards and less than two hundred dollars, shall be an ordinary member for the current year of the Institute for which such subscription was paid.

2. No person other than a life member shall have any of the rights of an ordinary member of the Institute unless and until he or she has paid the said annual subscription.

3. The Board of Trustees may, if they see fit so to do, from time to time, elect Honorary members of the Society and of the Board of Trustees and such Honorary members shall as such have the right to be present but not the right to vote at any of the meetings of the Society or of the Trustees respectively.

4. Annual general meetings and special general meetings of the members of the Society shall be, until otherwise provided by by-law, called and held in the manner prescribed in the Declaration and Certificate of Incorporation of the Society, and said meetings shall be held at such hour and at such place in the City of Ottawa as are named in the notice calling the same, but in addition to the provision therein made for the calling of special general meetings, the same shall be called by the President, or in his absence by the Vice-President, on the request in writing of any six ordinary members of the Society who state in their request the object of such meeting.

5. A regular meeting of the Board of Trustees shall be held on the Second Tuesday of every month at the hour of 4.30 in the afternoon, in the City of Ottawa, for the transaction of the ordinary business of the Society, and no notice thereof shall be necessary unless the time and place of meeting is changed, and in addition to the provision made in the Declaration and Certificate of Incorporation for the calling of special meetings of the Board of Trustees, the President or in his absence the Vice-President shall call a special meeting of the Board whenever he is required in writing so to do, by any three members of the Board who state in their requisition the object of such meeting.

6. At all general and special meetings of the Society and of the Board of Trustees, the President or in his absence the Vice-President, or in the absence of both of them one of the other Trustees selected by the persons present shall preside, and the President and Vice-President shall discharge the other duties devolving upon them under the Declaration and Certificate of Incorporation. The President shall be ex officio a member of every committee. The Vice-President shall in the absence of the President perform the duties of the President.

7. The Secretary shall attend all meetings and keep the minutes and proceedings of all meetings, and give all notices required; and shall prepare the annual report of the Board of Trustees, and generally perform the duties pertaining to the office of Secretary.

8. The Trustees shall at their first meeting in each year select from their number a Finance Committee consisting of five members of whom three shall form a quorum, whose duty it will be to audit, inspect and approve of all accounts coming before the Board for payment, and also to report upon the accounts of the Treasurer, and they shall also have general supervision of the finances of the Society. The fiscal year of the Society shall begin on the first day of January in each year.

9. The Treasurer shall receive, take charge of and pay out, as directed by the Finance Committee of the Board, all moneys belonging to the Society, but no moneys shall be so paid out except upon the cheque of the

President or in his absence of the Vice-President and of the Treasurer, and the Treasurer shall keep an account of all moneys of the Society received and paid out by him.

10. The Society shall have a corporate seal, and the President or in his absence the Vice-President, shall affix the same to such documents as he is by the Board of Trustees authorised to seal therewith, and the Secretary shall have the custody of the seal.

11. The Board of Trustees may from time to time, as they see proper, appoint Committees for any special purpose or purposes from amongst the Board of Trustees, and such Committees shall have all such powers as the Board of Trustees have in respect of such purpose or purposes, subject to such restriction as the Board of Trustees may place upon them.

12. Any by-law of the Society may be repealed or amended by a majority of the Trustees present at any meeting of the Board, provided that seven days, notice of the proposed repeal or amendment being brought up at such meeting has been given to each Trustee in the same manner as is required with reference to the notice of any special meeting of members of the Society.

13. At any special meeting of the Board of Trustees, the business transacted thereat shall be such as has been mentioned in the notice calling the meeting and no other.

14. These by-laws shall be subject always to confirmation or repeal by the members of the Society at their Annual General Meeting, but in the meantime shall be valid and binding.

(Sgd.) J. P. FEATHERSTON,  
Secretary.

(Sgd.) JOHN SWEETLAND,  
President.

# OFFICERS 1890.

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## HONORARY PRESIDENT :

HER EXCELLENCY THE LADY STANLEY OF PRESTON,

## HON. VICE-PRESIDENT :

THE BARONESS MACDONALD OF EARNSCLIFFE,

## PRESIDENT :

JOHN SWEETLAND.

## VICE-PRESIDENT :

F: P. BRONSON.

## HONORARY TREASURER :

GEORGE BURN.

## HONORARY SECRETARY :

JOHN P. FEATHERSTON.

## ELECTED TRUSTEES.

C, R. Cunningham, John R. Armstrong, George Burn, George S. May, H. H. Brennan, A. J. Stephens, R. V. Sinclair, William Whillans, A. M. Burgess, Vernon C. Nicholson, R. G. Code.

# FIRST ANNUAL REPORT.

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*To the Subscribers of the Lady Stanley Institute for Trained Nurses.*

The Board of Trustees of the Lady Stanley Institute for Trained Nurses beg to submit their First Annual Report, as follows :—

On the 18th February last a public meeting, held at the suggestion and on the invitation of Her Excellency the Lady Stanley of Preston, took place at the City Hall, Ottawa, for the purpose of considering the question of establishing at Ottawa a Training School for Nurses. The meeting was attended by Her Excellency and a large number of representative citizens, and resulted in a resolution being passed, declaring the desirability of establishing such an Institution, and appointing a Provisional Committee for the purpose of carrying out the scheme.

That Committee at once entered upon its work, in the first place deciding that the name of the Institute should be "The Lady Stanley Institute for Trained Nurses," thus identifying it with the name of Her Excellency who initiated the scheme, and who had then taken as she has continued to take, the most active interest in its promotion. The Committee, after obtaining all the information they could upon the subject, estimated the probable cost of carrying out the proposed objects, and immediately took steps to raise by an appeal to the public the amount of money they thought requisite for the purpose. The appeal proved so satisfactory that early in June last they felt justified in calling together the subscribers with the view of taking steps to obtain legal incorporation, so as to be in a position to acquire a suitable site and erect a building thereon adequate for the purposes of the Institute.

The meeting of subscribers was accordingly held on the 14th June last, when a draft declaration or certificate of incorporation, prepared

under the provisions of the Act respecting "Benevolent, Provident, and other Societies" (and being chapter 172 of the Revised Statutes of Ontario, 1887), was submitted and approved of, in which instrument those of your Board who now hold office as elective Trustees were named as the first elective Trustees pursuant to the provisions of the Act. Legal incorporation under the provisions of the Act was immediately thereafter duly obtained as "The Lady Stanley Institute for Trained Nurses."

The authorised objects of the Institute are set forth in Clause Two of the Declaration or Certificate of Incorporation, as follows:—

"The establishment and maintenance at the City of Ottawa of a "School or Institute for Training Nurses for the sick, and a home or residence for trained nurses, and as incidental thereto the providing of "trained nurses for those who require their services."

The Board of Trustees, which under the constitution is the managing body, consists of Life Governors, Life Trustees, and eight annually elective Trustees, the qualifications of all of whom are set forth in the certificate.

The Board held its first meeting on the 21st June last, when the organisation of the Corporation was completed by the appointment of the necessary officers and a Finance Committee, and the adoption of general by-laws for its government.

In the course of the summer a site was selected, consisting of lot forty eight and a part of lot forty-nine on the north side of Rideau street, at the corner of Wurtemberg and Rideau street, which commended itself to the Board on account of its convenient and healthy situation and its proximity to the Protestant Hospital, this property was immediately [acquired for the sum of \$950.00, which the Board considered a very reasonable price.

Competent architects were then employed to prepare plans and specifications of the building to be erected, one of which plans was adopted. After calling publicly for tenders, the Board decided to accept certain

tenders amounting in all to \$13,706.00 for the whole work, including the erection and completion of the building and the levelling and fencing of the ground. On the 11th September contracts based upon these tenders were duly entered into, and since that time the work has been vigorously prosecuted under the superintendence of Messrs. Arnoldi and Calderon, the architects, whose Report on the progress of the work and the expenditure made, and to be made, is herewith submitted. From this Report it will be seen that the building will within a few weeks be fully completed, and the Board feel satisfied that it will be ready for occupation by the 1st April next. The structure is creditable in appearance and will afford ample residence accommodation for thirty pupils and nurses, and the Lady Superintendent, [with a lecture room, dining room, servants' rooms, and other accommodation necessary for such an Institution.

As already stated, the response to the appeal made to the public for the money necessary to carry out the benevolent object was prompt and liberal, indicating that it was one which commended itself very generally to the public.

From the Report of the Treasurer, which is submitted herewith, it will be seen that the amount subscribed to the funds of the Institute up to date is \$13,885.50. Of these subscriptions \$11,600.50 has been received by the Treasurer, and the Board are satisfied that the balance will very shortly be paid. It will also be seen from the Report that the whole expenditure in respect of the Institute up to date is \$11,065.50, and that the balance necessary to complete the contracts and finish all the work is \$5,156.00, to meet which there is \$535.00 in the Bank, and also unpaid subscriptions amounting to \$2,285.00, leaving a balance yet to be provided for of \$2,336.00. The Board feel confident that this sum of \$2,336.00, for which subscriptions are required, will be forthcoming before the money has to be disbursed.

Your Board are happy to state that through the active efforts of Her Excellency, assisted by Lady Macdonald and a large number of ladies.



arrangements have been made whereby the building will be furnished without charge on the funds of the Corporation with all necessary and suitable furniture, as soon as it is ready to receive it ; and in this connection your Board desire to express most emphatically the great obligations under which the Institute is placed to Her Excellency and Lady Macdonald for the great interest which they have taken in its progress, and their untiring efforts towards making it a success.

The Board also desire to thankfully acknowledge the handsome donations received towards the funds of the Institute from a concert given in aid of the good work, and from the proceeds of a course of Ambulance Lectures given by Drs. R. W. Powell and H. B. Small.

In view of the anticipated early completion of the building, and of the necessity for arrangements being made as soon as possible with the authorities of the County of Carleton Protestant Hospital for the admission of the nurses of the Institute to the Hospital Wards to take charge of the nursing there, as soon as the Institute can furnish nurses for the purpose, your Board at a meeting held on the 9th December appointed a Committee to confer with the Directors of the Hospital on this important subject. As will be seen from the report of that Committee submitted herewith, they met and conferred with the Directors of the Hospital at a joint meeting of the Hospital Directors and their Staff Board on the 17th instant, the result of which was that the following amongst other resolutions were passed :—

“That this special meeting approves of the principle that the nurses of the Hospital be supplied by the Lady Stanley Institute as soon as that Institute is in a position to supply the same ;” and also one for the appointment of a Committee of their Directors to confer with a like Committee of your Board to discuss the subject of the employment of the nurses of the Institute and to make the necessary arrangements for that purpose.

Your Board has appointed a Committee accordingly, and expects to be

notified very shortly of the appointment by the Directors of the Hospital of their Committee which we understand has taken place, and feels confident that a satisfactory arrangement will be come to as the result of the conference between these Committees.

Your Board beg to recommend that as soon as practicable By-laws, rules, and regulations, for the Internal Management of the Institute, discipline, admission and examination of pupils, training, lectures, &c., be adopted, and that they, with a statement of the objects and scheme of the Institute. be printed for public circulation, and that steps be taken to secure the services of a suitable person to occupy the position of Lady Superintendent, so that when the building is ready for occupation there need be no delay in beginning to carry on the proposed work.

In submitting this the first Annual Report, the Board feel justified in saying that very satisfactory progress has been made towards carrying out the scheme in view, considering that it is less than a year since the establishment of the Institute was first publicly suggested, and they believe that the success which has attended it so far affords good reason for the subscribers to feel confident of its complete success.

All of which is respectfully submitted.

(Sgd.) J. P. FEATHERSTON,

Hon. Secretary.

(Sgd.) JOHN SWEETLAND,

President.

Dated 26th JANUARY, 1891.

# Treasurer's Report to 26th January, 1891.

| RECEIVED.                                                      | PAID                      |
|----------------------------------------------------------------|---------------------------|
| Subscriptions paid..... \$11,199 00                            | Lots..... \$ 950 00       |
| Ambulance Fund Lectures }<br>by Drs. Small and Powell } 111 05 | Mason..... 4,960 00       |
| Minstrels ..... 175 00                                         | Carpenter..... 3,075 00   |
| St. Bartholomew's Collection. 10 56                            | Painter..... 200 00       |
| Interest ..... 104 89                                          | Plasterer..... 300 00     |
|                                                                | Steamfitter..... 1,000 00 |
|                                                                | Architects..... 450 00    |
|                                                                | Advertising..... 17 90    |
|                                                                | Insurance..... 25 00      |
|                                                                | Printing..... 6 60        |
|                                                                | Coal..... 81 00           |
|                                                                | Balance ..... 535 00      |
| <u>\$11,600 50</u>                                             | <u>\$11,600 50</u>        |

Total amount subscribed..... \$13,484 00

Subscriptions paid as above ..... 11,199 00

Still due..... \$2,235 00

Cash Balance..... 585 00

\$2,770 00

Due on contracts, &c... \$4,406 00

For sodding, &c., say.. 750 00

\$5,156 00 Still short, \$2,386 00

Less Sir James Grant's subscription. 50 00

\$2,836 00

(Sgd.) GEORGE BURN,

Hon. Treasurer.

Joh

# OFFICERS 1891.

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## HONORARY PRESIDENT :

HER EXCELLENCY THE LADY STANLEY OF PRESTON.

## HON. VICE-PRESIDENT :

THE BARONESS MACDONALD OF EARNSCLIFFE,

## PRESIDENT :

JOHN SWEETLAND.

## VICE-PRESIDENT :

F. P. BRONSON.

## HONORARY TREASURER :

GEORGE BURN.

## HONORARY SECRETARY :

JOHN P. FEATHERSTON,

## ELECTED TRUSTEES :

John R. Armstrong, H. H. Brennan, G. S. May, William Whillans, George  
Burn, A. M. Burgess, Vernon C. Nicholson, R. G. Cole.

## SECOND ANNUAL REPORT.

*To the Members of the Lady Stanley Institute for Trained Nurses.*

The Board of Trustees of the Lady Stanley Institute for Trained Nurses beg to submit their Second Annual Report, as follows :—

The Trustees are glad to be able to state that the expectation expressed in the First Annual Report to the effect that the success which up to that date had attended the scheme of the Institute, afforded good reason for the subscribers to feel confident of its complete success, has been fully justified.

The building for the purpose of the Institute, which was approaching completion at the date of the last Annual Meeting, was finished early in the Spring of last year, and in a manner highly creditable, and we believe perfectly satisfactory to the subscribers. When completed it was suitably and handsomely furnished without any charge upon the funds of the Institute through the active efforts of Her Excellency Lady Stanley and the Baroness Macdonald, as explained in last year's Report, and on the 21st of May last was formally opened by His Excellency the Governor General, in the presence of a large and influential gathering of the citizens of Ottawa. His Excellency and many of the most prominent clergymen and other leading citizens took advantage of the occasion to express their gratification at the success of the work so far accomplished, and their firm conviction that the success of the past was a certain evidence that the desired objects of the Institute would be attained. The Trustees are pleased to be able to congratulate the subscribers on the fulfilment of another expectation expressed in their last Report, viz : that the balance of the money then required to complete the building and pay off all the liabilities in respect to it would be forthcoming before it was needed, so fully was this anticipation realized that the money necessary for the purpose was not only subscribed but paid in to the Treasurer before the day of the opening

and the Institute when formally opened was free from debt or liability of any kind.

From the report of the Treasurer appended hereto, it will be seen that the total amount received from subscriptions and donations was \$17,284.98, apart from the special subscription of \$4,000 referred to hereafter, and apart also from the money raised by the ladies as a furnishing fund. The expenditure made in respect of the property and building was \$15,880.30, full particulars of which will be seen in the Treasurer's report. The total amount of the furnishing fund was \$2,132.28, and of contributed furniture \$753.00. No part of this came out of the money subscribed for the building and site.

In regard to the subscriptions, whilst it might be considered invidious to give special thanks to any particular subscribers, the Board are of opinion that attention may without offence be called to the very generous contribution of \$4,000 given by an un-named subscriber to provide against deficiency in respect to the maintenance of the Institute in the early part of its career, and they trust that the successful completion of the building and the promising future of the Institute may in some measure be to this kind friend a recompense for his generosity.

On the 7th of May last the Trustees appointed as Lady Superintendent to the Institute, Miss Gertrude Warren Moore, a Canadian, who graduated as a trained nurse at Bellevue Hospital, New York, and who was recommended to the Board by testimonials of the highest character from the Lady Superintendent of Bellevue, and from many eminent physicians and others well able to judge of her ability to assume the responsible duties with which, as Lady Superintendent of the Institute, she became entrusted. We are glad to be able to state that Miss Moore's appointment has in our opinion been fully justified by the manner in which she has fulfilled the duties of her important office.

At the time of the last annual meeting, the Board of Trustees were, as stated in their report, in negotiation with the authorities of the General

Protestant Hospital with regard to taking charge of and conducting the nursing therein, and incidental thereto, for the admission of the pupil nurses of the Institute to the wards of that Institution. These negotiations resulted in an agreement being entered into between the Directors of the Hospital and your Board under which, on the first of June last, the nursing in the Hospital was, subject to its being satisfactory to its Medical Staff, given over to the Lady Superintendent and the nurses to be provided by the Institute, and for the doing of this work the Hospital agreed to pay to the Institute the remuneration stated in the agreement, which agreement will be laid before the subscribers at this annual meeting.

The arrangement provided for in the agreement was to continue for a year from the first of June last, but the Trustees feel satisfied that the Governing Boards of both Institutions will consider it mutually desirable to renew the agreement at the end of the year, on such terms as in view of the year's experience, will be thought most desirable and mutually beneficial to accomplish the objects in view.

The Board also engaged two other graduate nurses to assist the Lady Superintendent in taking charge of the Hospital work, and for a time a third graduate nurse was also engaged for the same purpose. The services of two of these are still retained by the Institute, but in the course of a few months the Board expect that only one will be necessary, owing to the fact that by that time some of the pupil nurses will have acquired sufficient experience to enable them to take the position of head nurse, and so effect a considerable saving in the current expense. There are at the present time in the Institute eight pupil nurses and two probationers. The number will be gradually increased, the Lady Superintendent being authorized by the Board to increase the number as occasion may require to twelve or fifteen.

In addition to the Hospital work, the nurses of the Institute have attended outside patients and done district work of a charitable character, the particulars of all of which will be found in the Report of the Executive

Committee herewith submitted. Up to this time the revenue has been almost wholly derived from the Hospital under the agreement referred to, with a small amount received for the services of nurses sent out to private patients. The Board expect that the latter source of revenue will, as it has already done during the past month, considerably increase. For the six months during which the Institute has been open, it has of course, fallen considerably short of being self-sustaining, but the Board expect that by the end of another year the current revenue will be nearly, if not fully, sufficient to meet the current expenditure, as they believe during that time the expenditure will be greatly reduced and the revenue very much increased.

Rules and regulations for the management of the Institute and for the carrying on of the nursing in the Hospital have been prepared and adopted by the Board, and under these the Lady Superintendent has carried on the work. Considering that the arrangement made with the Hospital authorities was to a great extent experimental, the Trustees believe that upon the whole it has worked in a very satisfactory manner.

The Board has arranged with several members of the medical profession to deliver at the Institute during the winter a course of lectures on subjects connected with medical studies appropriate to the education of women at which the pupil nurses will be permitted to attend free of charge, and they believe that these lectures will be of great benefit not only to the pupils of the Institute, but to all women who, as subscribers to the course, choose to attend.

The Board of Trustees appointed at the time of the opening of the Institute an Executive Committee to superintend and carry on the business management of the Institute, and the expenditure in connection therewith, and their report, already referred to, gives more full details as to the practical working of the scheme.

In conclusion, the Board is of opinion that the experience of the past six months has been upon the whole a satisfactory one, and that it has



justified the expectations of those who believed in the desirability of establishing the Institute and of the necessity which existed for such an Institution in Ottawa.

All of which is respectfully submitted.

(Sgd.) J. P. FEATHERSTON,

(Sgd.) JNO. SWEETLAND,

Hon. Secretary.

President.

Dated 11th JANUARY, 1892.



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## REPORT OF THE EXECUTIVE COMMITTEE.

### **Submitted at the Second Annual Meeting.**

*To the Board of Trustees of the Lady Stanley Institute for Trained Nurses.*

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The Executive Committee of the Lady Stanley Institute for Trained Nurses beg to Report as follows :—

That the current expenditure for maintenance for the past seven months has been large, but has gradually decreased as will be seen by the Report thereon, and they entertain the hope that in a year or thereabouts, the Institute will be self sustaining or nearly so. They have spared no necessary expense in carrying on the Nursing in the Hospital so as to avoid if possible any complaint of the medical staff, of inexperience or inattention on the part of the Nurses.

The Institute building is in a satisfactory condition, it is convenient and sufficient for its purpose. No fault has been found in regard to it in any respect except with reference to the heating which, your Committee fear under the present system will be somewhat expensive, and your Committee therefore suggest that steps be taken to obtain the opinion of experts thereon, and to make some change if advisable in the furnace, with a view to economize the consumption of fuel.

Your Committee have had the grounds in front of the building graded and sodded, and a sidewalk laid to the side entrance. They have made no other expenditure of any importance for any work of a permanent character.

In June last your Committee considered it desirable to appoint a third graduated Nurse to act as Night Superintendent in the Hospital, and engaged for that purpose, Miss Haight, a graduate of the Toronto Training School. Miss Haight continued to discharge the required duty in a very satisfactory manner for three months when her engagement terminated.

The Pupil Nurses have given satisfaction to the Lady Superintendent, they have shewn intelligence and a zealous desire to excel in their work. Their number is gradually increasing. Your Committee have authorized Miss Moore to increase the number as occasion may require to twelve or fifteen.

The Trained Nurses in the Institute at present are : Miss A. Lukes, Miss Ida J. Craig, Miss M. Macgregor and Miss Simpson. The Pupil Nurses are : Miss Wilson, Miss L. Snow, Miss A. Cameron, Miss D. Cornwall, Miss S. Russell, Miss L. Harback, Miss G. Harris and Miss L. Harris : Probationers, Miss C. Carruthers and Miss E. Ade.

The small size of the Hospital prevents for the present much increase in the number of the pupils.

Your Committee have purchased and placed in the Institute a small Library of Medical Works, for the use of the pupils, at a cost of \$70.00, which has been paid out of moneys collected by Her Excellency The Lady Stanley of Preston.

Your Committee have arranged with certain members of the medical staff of the Hospital and others, all of whom have very willingly consented to assist in promoting the good work of the Institute, to deliver a course of Lectures on subjects appropriate to the studies of the pupils. The Lectures will be given in the Institute and will be open to outsiders at a small charge for the course.

The average monthly expenditure since the opening of the Institute has been about \$172.00 for maintenance and \$159.00 for salaries, in all about \$331.00 a month. The earnings of the various nurses other than the amount paid by the Hospital, have averaged about \$42.00 per month. The unfortunate illness of Miss Moore, of Miss MacGregor and Miss Simpson, has seriously interfered with the work of private nursing and lessened the receipts therefrom. The particulars of the above Expenditure and receipts are to be found in the Treasurer's Report.

There have been employed in the Hospital work on an average, 2 trained Nurses and 7 Pupil Nurses for the seven months during which the Institute has had charge of the nursing; the number of patients in the Hospital during that time being on an average about 45 a month.

For private patients outside of the Hospital, the Institute has endeavoured to supply Nurses whenever called upon to do so, the circumstances above stated have prevented that being done in all cases, and therefore the revenue so far from this source has been small, but your Committee believe that it will in the future steadily increase.

Your Committee in the month of July engaged Miss MacGregor as a District Nurse, her special duty being to visit among the poor and give assistance and advice to those in attendance on the sick at their homes. Miss MacGregor, under the superintendence of Miss Moore and assisted occasionally by a Pupil Nurse, has done much good work in the City. This class of work is much needed in Ottawa, and your Committee hope that when its usefulness is more fully understood than it appears to be at present, the work for which Miss MacGregor has been especially engaged will have a very extended field for its beneficial operations. Miss MacGregor with the assistance of the Lady Superintendent made 69 visits in the month of December, and attended 8 maternity cases.

Your Committee believe that the Lady Superintendent and her assistant Nurses have endeavoured to the best of their ability to give satisfaction to the authorities of the Hospital in their management of the nursing in that Institution, and that they have worked to the entire satisfaction of the medical staff.

(Sgd.) J. P. FEATHERSTON,  
Hon.-Secretary.

(Sgd.) JOHN SWEETLAND,  
Chairman.

Dated 11th JANUARY, 1892.

**TREASURER'S REPORT.**  
**Submitted at the Second Annual Meeting.**

**RECEIPTS.**

|                     |                    |
|---------------------|--------------------|
| Subscriptions ..... | \$21,284 98        |
| Nurses fees.....    | \$ 285 75          |
| Hospital .....      | 1,169 00           |
|                     | <hr/>              |
|                     | 1,404 75           |
| Bank Interest.....  | 207 89             |
|                     | <hr/>              |
|                     | <b>\$22,897 62</b> |
|                     | <hr/>              |

**EXPENDITURE.**

|                                                   |                    |
|---------------------------------------------------|--------------------|
| Building Account.....                             | \$15,830 80        |
| Fuel.....                                         | 828 25             |
| Insurance.....                                    | 48 50              |
| Law costs.....                                    | 30 84              |
| Stationery, Printing and preliminary expenses.    | 103 06             |
| Salaries, wages, etc.....                         | 1,541 65           |
| Ice.....                                          | 6 00               |
| Snow cleaning and Street Sprinkling.....          | 9 64               |
| Flour and Bread.....                              | 53 37              |
| Butter and Eggs.....                              | 101 28             |
| Drugs.....                                        | 5 63               |
| Vegetables and Fruit.....                         | 52 54              |
| Milk.....                                         | 49 48              |
| Tea.....                                          | 21 40              |
| Meat.....                                         | 216 50             |
| Light (oil).....                                  | 3 50               |
| Groceries.....                                    | 152 46             |
| Nurses, caps, etc.....                            | 4 17               |
| House Fittings.....                               | 7 61               |
| Cabs and Car tickets.....                         | 10 75              |
|                                                   | <hr/>              |
|                                                   | \$18,576 93        |
| Nurses, Dresses .....                             | \$64 05            |
| Less paid.....                                    | 38 37              |
|                                                   | <hr/>              |
|                                                   | 25 68              |
|                                                   | <hr/>              |
|                                                   | \$18,602 61        |
| Balance at credit of Institute in Bank of Ottawa. | 4,295 01           |
|                                                   | <hr/>              |
|                                                   | <b>\$22,897 62</b> |
|                                                   | <hr/>              |

(Sgd.) GEORGE BURN,  
Hon.-Treasurer.

## TREASURER'S REPORT.

**The Furnishing Fund.**

|                                                                                           |                |
|-------------------------------------------------------------------------------------------|----------------|
| Total amount collected .....                                                              | \$2,132.28     |
| Amounts paid out under the direction of Her<br>Excellency the Lady Stanley of Preston.... | 2,046.90       |
| Balance .....                                                                             | <u>\$85.38</u> |
| Value of articles of furniture contributed in<br>addition to above amounts, \$758.00.     |                |

(Sgd.) GEO. BURN,  
Hon.-Treasurer.



# OFFICERS 1892.

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## HONORARY PRESIDENT :

**Her Excellency The Lady Stanley of Preston.**

## HON. VICE-PRESIDENT :

**The Baroness Macdonald of Earncliffe.**

## PRESIDENT :

**JOHN SWEETLAND, M.D.**

## VICE-PRESIDENT :

**F. P. BRONSON.**

## HONORARY TREASURER :

**GEORGE BURN.**

## HONORARY SECRETARY :

**JOHN P. FEATHERSTON.**

## ELECTED TRUSTEES :

**George Burn, H. H. Brennan, George S. May, John R. Armstrong, William Whillans, A. M. Burgess, Vernon C. Nicholson, R. G. Code.**

## LIFE GOVERNORS.

His Excellency Lord Stanley of Preston.  
 Sir Donald A. Smith.  
 The Hon. E. H. Bronson.  
 F. P. Bronson.  
 W. C. Macdonald, (Montreal.)

Allan Gilmour.  
 H. A. Bate.  
 J. R. Booth.  
 J. Sweetland, M.D.



## LIFE TRUSTEES.

Lord Mount Stephen.  
 The Hon. McK. Bowell.  
 The Hon. John Haggart.  
 The Hon. F. Cle now.  
 The Hon. P. McLaren.  
 The Hon. Sir W. J. Ritchie.  
 The Hon. Mr. Justice Burbidge.  
 S. Fleming, C.M.G.  
 G. B. Burland.  
 J. H. Burland.  
 H. McLachlan.  
 A. Ferguson, Q.C.  
 M. P. Davis.  
 F. McCullough.  
 J. P. Featherston.  
 Mrs. S. A. A. Buell.  
 E. Seybold.  
 H. K. Egan.  
 H. V. Noel.  
 C. Magee.  
 T. Birkett.

W. R. Stroud.  
 N. Bate.  
 Geo. Goodwin.  
 A. Wright.  
 W. Lake Marler.  
 G. H. Perley.  
 J. W. McRae.  
 T. McKay.  
 C. Bryson.  
 H. Watters.  
 F. X. St. Jacques.  
 W. Y. Soper.  
 J. Mather.  
 T. C. Keefer.  
 S. Howell.  
 K. Arnoldi.  
 J. A. Cameron.  
 Jas. Ross, (Montreal.)  
 W. H. Davis.  
 A. F. Gault, (Montreal.)  
 Wm. Mackey.



**Memorandum of Agreement** made the FIRST DAY OF JUNE,  
1891,

—BETWEEN—

THE COUNTY OF CARLETON GENERAL PROTESTANT HOSPITAL, hereinafter  
called "THE HOSPITAL,"

*Of the First Part,*

—AND—

THE LADY STANLEY INSTITUTE FOR TRAINED NURSES, hereinafter called  
"THE INSTITUTE,"

*Of the Second Part,*

WITNESSETH :

That the parties thereto agree as follows :—

1. That the Institute shall from the first day of June, instant, supply all the nurses required in the Hospital and have the sole charge and management of the nursing therein, the same to be done to the satisfaction of the Medical Board of the Hospital. The two members of the Medical Staff who shall be in attendance for each month together with the House Surgeon shall report to the Hospital Board upon the character of the nursing.

2. That the Lady Superintendent of the Institute, who shall reside in the Institute, shall have the sole control of, and be responsible to the Medical Board for the proper management of the nursing and shall visit the Hospital at least twice daily and as much oftener as may be deemed necessary.

3. The food and cooking for the patients in the Hospital shall be such as to be satisfactory to the Medical Board and the Lady Superintendent.

4. The linen in use in the Hospital for patients shall be under the charge of the matron of the Hospital.

5. The domestic servants in the Hospital shall, whilst in the Wards and sick rooms be under the control of the Lady Superintendent and of the Head nurses under her in the Wards and rooms.

6. The probationers in the Institute shall be allowed admission to the Hospital to assist in the nursing.

7. The hours for duty for day and night nurses and for meals shall be such as are agreed upon or approved of by the Lady Superintendent and the Medical Board of the Hospital.

8. Those of the persons now employed in the Hospital as nurses, and who shall comply with the rules of the Institute prescribed for the admission of probationers, shall be received as pupil nurses in the Institute.

9. It is agreed that at least two head nurses and six other persons doing the duty of nurses shall be employed in, and paid by the Hospital under this agreement, and as many more head nurses or others as may be required from time to time for the Hospital, shall also be supplied by the Institute.

10. In consideration of the promises the Hospital agrees, until other terms are agreed upon, to pay to the Institute and the Institute agrees to accept, for the services of the Lady Superintendant \$25 per month, for the two head nurses \$15 a month each, and for the others \$8 a month each, and for the board of each head nurse and of each other person doing the duty of a nurse employed in the Hospital under this agreement \$8 a month.

11. The above payments to be made on the first Thursday of each month, succeeding the monthly meeting of the Hospital Board, commencing July next.

12. The estimate herein of eight persons being required to do the nursing in the Hospital is made upon an estimated average of not exceeding 45 patients at a time in the Hospital, and on the present distribution of wards.

13. The agreement on the present basis shall extend for one year and it is contemplated shall be continued on terms to be arranged hereafter.

14. Any additional persons required for the Hospital nursing over the two and six above provided for, shall be paid for at the same rates respectively as above, until otherwise agreed upon.

15. The Lady Superintendent and persons employed in the Hospital

from the Institute, must in accordance with the Hospital By-Law be of the Protestant Faith.

In witness whereof the parties hereto have hereunto affixed their Corporate Seals under the hands of their respective presidents and secretaries.

The County of Carleton General Protestant Hospital.

(Signed.) GEO. HAY,

(L.S.)

PRESIDENT.

(Signed.) C. MACNAB,

SECRETARY.

The Lady Stanley Institute for Trained Nurses.

(Signed.) JNO. SWEETLAND,

(L.S.)

PRESIDENT.

(Signed.) J. P. FEATHERSTON,

HON. SECRETARY:

## CONDITIONS OF PROBATION AND EMPLOYMENT.

The course of training for women desirous of becoming professional nurses, is two years.

The Trustees of the Lady Stanley Institute have made arrangements with the County of Carleton General Protestant Hospital, which will enable them to give the required training to those who are received into the Institute.

Those desiring to obtain this course of instruction, may apply to the Lady Superintendent, upon whose approval, endorsed by the Board of Trustees, they will be received into the Institute for one month on probation.

At the end of the month of probation, the Lady Superintendent and the Board of Trustees will discuss the propriety of retaining the applicant as a pupil nurse. A pupil may at any time be discharged by the Lady Superintendent in case she proves inefficient, and may at any time be suspended or discharged by the same authority, for negligence or misconduct.

The most desirable age for candidates to enter the Institute is from twenty-two to thirty-two years.

Those applicants who are approved of will be accepted as pupil nurses, after signing an agreement to remain two years and to obey the rules of the Institute. The pupil nurses will reside in the Institute.

They will receive \$5 per month for the first year, and \$8 for the second, and those who complete one full course and pass the final examination will be entitled to receive a diploma.

They will wear the uniform of the Institute.

Every nurse will be expected to perform any duty assigned her as a nurse in any ward of the Hospital, or when sent to private patients among the rich or poor in the city or elsewhere.

A vacation of two weeks is allowed each year at such time as the Lady Superintendent may arrange.

The applicant must send with the answers to the annexed paper of questions, a letter from a clergyman, testifying to her good moral character, and one also from a physician, stating that she is in good sound health.

Applicants will be received at any time during the year when there is a vacancy.

During the month of probation, the applicant must pass an examination in writing, reading, simple arithmetic, and English dictation. This examination is to test the applicant's ability to read well aloud, to write legibly and accurately, to keep simple accounts and to take notes of lectures. This amount of education is indispensable. Applicants of superior education will be preferred.

During the month of probation, the applicants will be boarded and lodged at the expense of the Institute, and will receive no other compensation.

Applicants must come provided with dresses of washing material for use in the Hospital.

They will not be required to wear the uniform of the Institute during the month of probation.

All clothing must be plainly marked.

### TRAINING.

The course of training will consist of lectures and practical instruction at the bedside, on the following subjects :—

1. Dressing of wounds.
2. Application of blisters, fomentations, cups and leeches.
3. Use of catheter and administration of enemata.
4. Method of applying friction.
5. Bandaging and the making of rollers.
6. The management of helpless patients ; making beds, moving, changing, giving bath in bed, and preventing and dressing bed sores.

7. Application of uterine appliances.

8. The preparing, cooking and serving of delicacies for the sick.

The lectures will be given by the staff of physicians and the Lady Superintendent.

### **Questions to be Answered by Candidate.**

1. Name in full and present address ?
2. Religion ?
3. Are you a single woman or a widow ?
4. What has been your occupation ?
5. What is your present occupation ?
6. Have you ever attended any Training-School for Nurses ?
7. Have you ever nursed in a hospital or private family ?
8. Age last birthday, and date and place of birth ?
9. Height ? Weight ?
10. Where educated ?
11. Are you strong and healthy, and have you always been so ?
12. Are your sight and hearing perfect ?
13. Have you any physical defect ?
14. Have you any tendency to pulmonary complaint ?
15. Have you had quinsy or diphtheria ?
16. Have you any uterine disease ?
17. If a widow, have you children ? How many ? Their ages ? How are they provided for ?
18. Where (if any) was your last situation ? How long were you in it ?
19. The names in full and addresses of two persons to be referred to. State how long each has known you. If previously employed, one of these must be your last employer ?
20. Have you read and do you clearly understand the Rules ?

# **RULES OF THE INSTITUTE.**

**THE HOUR FOR RISING IS 6.30 A.M.**

## **MEALS.**

First Breakfast, 7.15 a.m.      Second Breakfast, 8.30 a.m.

“ Lunch, 12.15 p.m.      “ Lunch, 1.30 p.m.

“ Dinner, 7.00 p.m.      “ Dinner, 8.15 p.m.

Prayers in the Lecture Room 6.45 p.m.

No food will be provided for nurses except at these times, unless by order of the Superintendent. No food is to be taken from the table to the nurses' rooms, nor are any meals to be served in the nurses' rooms without the permission of the Superintendent. No visitors are to be invited to meals or to spend the night in the Institute. No nurse shall go to the kitchen or give any order to the servants.

## **ROOMS.**

Before leaving the Institute each morning, all nurses must make their beds, arrange and dust their rooms, and leave everything in perfect order. Each nurse must occupy her own room whether on day or night duty.

## **HOURS.**

Day nurses are, when required, to be on duty from 8 a.m. to 8 p.m. In addition to the hour allowed each nurse for dinner, two hours off duty may be allowed daily for rest and exercise; also one afternoon during the week. Each nurse will have a right to half of Sunday, when it is expected that she will attend some place of worship. All nurses must be in their own rooms at 10 p.m.

Night nurses, when required, are to be on duty from 8 p.m. to 8 a.m. Between the hours of 9.30 a.m. and 4.30 p.m. they must remain in their own rooms, and during this time they must not receive calls from friends or other nurses.

## WASHING.

Eighteen pieces (*well marked*) will be allowed each nurse weekly, in addition to one dress. No white skirts or elaborate underclothing will be received. Each nurse will have a clothes-bag, plainly marked, and her soiled clothing is to be put into this bag and placed in the hall on Sunday before 9.30 a.m. Each nurse must keep a weekly record of her clothing sent to the wash, and must place in her bag a duplicate list dated and signed. Any one disregarding these rules will forfeit the privileges of the laundry.

## ILLNESS.

Nurses must immediately report to the Superintendent any illness in the Institute, and must not consult a physician without her knowledge and consent. When off duty on account of illness or any other cause, nurses must not return to the Hospital or to any other duty without instructions from the Superintendent.

No nurse may go to the Hospital, or on the Hospital grounds, at any time, save at the regular hours appointed for her duties. During these hours, nurses will give their undivided time and attention to the Hospital work.

## DRESS.

When on duty, nurses will wear the uniform prescribed by the Institute, viz : Cap, Apron and Dress, as well as white linen collar and cuffs.

Nurses will attend classes and lectures in uniform, and will in no case absent themselves from either without permission from the Superintendent.

Nurses must accept any duty assigned to them by the Superintendent, and are to be under her authority at all times, both in the Institute and in the Hospital.

It is essential in a good nurse that she be faithful, punctual, quiet in voice and manner, of a sympathetic heart, and personally neat and systematic.



## DUTIES OF DAY NURSES IN THE HOSPITAL.

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All day nurses are to be in their respective wards promptly at 8 a.m.

All day nurses will leave the Hospital promptly at 8 p.m.

The head nurse of each ward must arrange the ward work in accordance with these hours.

On going on duty in the morning, the head nurse will receive from the night nurse, a strict account of the condition of each patient, and generally of the ward during the night. She shall inspect the closets, bath-rooms, etc., as well as the patients, and report to the Superintendent any neglect of the night nurse to fulfil her duties. The head nurse shall appoint the duties of the other nurses in her ward. *It shall be her duty to receive all orders from the Physicians*, and to record the same in a book kept for that purpose; she will be held accountable for the carrying out of the same, and for the general welfare and comfort of the patients under her care.

The head nurse must see that the closets and bath-rooms are kept clean, and that every bedstead is thoroughly cleaned once in three weeks, and that every patient has a full bath, when necessary.

The wards should be in order at 10.30 a.m. Wards must never be left without a nurse in charge.

Screens must be used to prevent exposure of any kind.

No nurse shall leave her ward without reporting to her head nurse.

Nurses will not receive any visits in the Hospital, either from their friends or other nurses.

All nurses shall be kind and attentive to patients, and courteous to strangers.

No loud talking or laughing will be allowed.

Promptness, general order and personal neatness are absolutely essential in a nurse.

## DUTIES OF NIGHT NURSES IN THE HOSPITAL.

All night nurses are to be in their respective wards promptly at 8 p.m.

All night nurses will leave the hospital promptly at 8 a.m.

On arriving at the ward, each night nurse will receive from the day nurse directions for the patients during the night. She shall see that the lights are turned down and that there is no noise or talking after 8 p.m. She must move about noiselessly herself, and be very watchful, remembering the responsibility of her position.

She must faithfully carry out all orders given; note the changes in the condition of the very sick patients, and report to the doctor when necessary.

She must arouse the convalescent patients in time for them to be dressed for breakfast, and have their beds made before 8 a.m., and try in every way to advance the work of the ward. She will receive the patients properly arranged at night, and must, as far as possible, leave them so in the morning.

Besides making a verbal report to the head nurse before going off duty, she will leave a properly written report of anything noteworthy that may have occurred during the night. She must not remove her cap and apron until after reporting to the head nurse.

Night nurses must pay special attention to the atmosphere of the wards, endeavouring to keep the temperature uniform and the air pure, especially in the early morning hours.

It will be considered a serious offence for a night nurse to sleep while on duty, and any night nurse found to be untrustworthy in any particular will be liable to dismissal from the Institute.

Night nurses must stay in their rooms from 9.30 a.m. to 4.30 p.m.

In cases of emergency night nurses will send immediately a messenger to the Lady Superintendent, or telephone to her, and if necessary will call upon the Senior Nurse on duty until the Superintendent arrives.

## REGULATIONS FOR PRIVATE NURSING.

An application for a Nurse must be made personally, or in writing, or by telephone, to the Lady Superintendent.

The charge for the service of a Nurse is \$2.00 per day ; or, if employed by the week, \$10.00 per week.

In contagious diseases, \$2.00 per day.

Travelling expenses, including cabs, etc., and washing, must be paid by the person employing the Nurse.

The Nurse must be allowed a reasonable time, say six in every twenty-four hours for rest, and when her services are required continuously during the night, six hours at least during the day.

The Nurse must be provided with a sleeping room separate from that of the patient.

The Nurse must have her meals served apart from the servants and not in the kitchen.

The Nurse when on duty at night must be provided with suitable refreshment.

The Nurse must be allowed an opportunity to attend Church on every Sunday, except in cases of extreme illness.

The Nurse will have the care of the patient's room, but must not be required to sweep or scrub the same.

When the Nurse is discharged the employer will hand to her a written statement (enclosed and addressed to the Lady Superintendent) as to her efficiency and general conduct.

The charge for the service of the Nurse must be paid to the Lady Superintendent at the termination of the service if less than a week, if more, weekly.

When possible, a few days' notice of the Nurse's return to the Institute should be sent to the Lady Superintendent.

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Patients and their friends are invited to contribute to the funds of the Institute so as to enable the Trustees to provide gratuitous nursing for the poor.

Nurses when on duty must wear the dress prescribed by the Rules of the Institute, unless the same is dispensed with by the Lady Superintendent.

Nurses are not to send more than 18 pieces to the wash in any week.

Nurses are strictly forbidden to converse on matters referring to the Institute, the Hospitals, or the Physicians, or concerning any case they may have previously attended.

Nurses on duty are not to receive or entertain friends.

# COURSE OF LECTURES.

Under the Patronage and Presence of

**The Lady Stanley of Preston.**

**1892.**

The course will consist of five subjects, and there will be about twelve lectures for each, divided as follows:—

|                                  |                      |
|----------------------------------|----------------------|
| Anatomy .....                    | DR. W. C. COUSENS.   |
| Physiology .....                 | DR. J. A. GRANT, Jr. |
| Practice of Medicine.....        | DR. R. W. POWELL.    |
| Surgical Emergencies.....        | DR. A. E. GARROW.    |
| Materia Medica and Pharmacy..... | MR. H. WATTERS.      |

The Lecture hour will be from 4 to 5 p.m. on Tuesdays and Fridays.

The Lectures will be held in the Lecture Room of the Institute.

Gilmour  
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# **List of Subscriptions to Building Fund.**

|                                   |            |                             |       |
|-----------------------------------|------------|-----------------------------|-------|
| Gilmour, Allan.....               | \$1,500 00 | Robinson, Hiram.....        | 50 00 |
| Bronson, Est. H. F.....           | 1,000 00   | Grant, Sir James.....       | 50 00 |
| Smith, Sir D. A.....              | 1,000 00   | Moore, Edward.....          | 50 00 |
| McDonald, W. C. (Montreal).       | 1,000 00   | Chapleau, Hon J. A.....     | 50 00 |
| Collected by the Baroness         |            | Caron, Sir A. P.....        | 50 00 |
| Macdonald.....                    | 2,120 00   | Bryson, John M. P.....      | 50 00 |
| Bate & Sons.....                  | 500 00     | Abbott, Hon. J. J. C.....   | 50 00 |
| Booth, J. R.....                  | 500 00     | Macdonald, Sir John A.....  | 50 00 |
| Stanley, His Excellency Lord      | 500 00     | Mulock, W. M. P.....        | 50 00 |
| Sweetland, John, M. D.....        | 500 00     | Slater, Mrs.....            | 50 00 |
| Kenly, Est. John.....             | 500 00     | Burn, Geo.....              | 50 00 |
| Howe, Wm.....                     | 300 00     | Pierce, J. Lloyd.....       | 50 00 |
| Fleming, Sandford.....            | 250 00     | Devlin, R. J.....           | 50 00 |
| Clemow, Hon. F.....               | 250 00     | Edwards, J. C.....          | 50 00 |
| Burland, George B.....            | 250 00     | A Friend.....               | 50 00 |
| Burland, Jeffrey.....             | 250 00     | Christie, A. J.....         | 50 00 |
| McLachlin Bros.....               | 200 00     | Brennan, J. C.....          | 50 00 |
| Ferguson, Alex.....               | 200 00     | Graham, Dr. C. E.....       | 50 00 |
| Davis, M. P.....                  | 200 00     | Burgess, A. M.....          | 50 00 |
| Grant, E. C., proceeds of concert | 175 00     | Cox, R. & Co.....           | 50 00 |
| McCullough, F.....                | 160 00     | Fraser, Alex.....           | 50 00 |
| Featherston J.....                | 150 00     | Hill, Dr.....               | 50 00 |
| First Season Ambulance            |            | Dewdney, Hon. E.....        | 50 00 |
| Lectures.....                     | 111 05     | Hurdman, Robert.....        | 50 00 |
| Buell, Mrs. A. A.....             | 100 00     | Edwards, W. C., M. P.....   | 50 00 |
| Seybold and Gibson.....           | 100 00     | Barnet, Alexander.....      | 50 00 |
| Egan, H. K.....                   | 100 00     | Clark, T. M.....            | 40 00 |
| Noel, H. V.....                   | 100 00     | White, Fred.....            | 25 00 |
| Magee, Charles.....               | 100 00     | Miall, E.....               | 25 00 |
| Birkett, Thomas.....              | 100 00     | McFarlane, Thomas.....      | 25 00 |
| Stroud, W. R.....                 | 100 00     | Elliott & Hamilton.....     | 25 00 |
| Bate, Newell.....                 | 100 00     | Borthwick, Wm.....          | 25 00 |
| Ritchie, Sir Wm. J.....           | 100 00     | Shepherd, John.....         | 25 00 |
| Thistle, W. R.....                | 100 00     | Borbridge, S. & H.....      | 25 00 |
| Wright, Alonzo.....               | 100 00     | Stanley, Hon. Edward.....   | 25 00 |
| Marler, W. Lake.....              | 100 00     | Armstrong, J. R.....        | 25 00 |
| Perley, Geo. H.....               | 100 00     | Matheson, W. M.....         | 25 00 |
| McRae, J. W.....                  | 100 00     | Brennan, H. H.....          | 25 00 |
| McKay, Thomas & Co.....           | 100 00     | Christie, John.....         | 25 00 |
| Bryson Graham & Co.....           | 100 00     | Code, R. G.....             | 25 00 |
| Watters, H.....                   | 100 00     | Burritt, Alex.....          | 25 00 |
| St. Jacques, F. X.....            | 100 00     | Graham, K. D.....           | 25 00 |
| Soper, W. Y.....                  | 100 00     | McKinley & Northwood.....   | 25 00 |
| Mather, John.....                 | 100 00     | Law, John.....              | 25 00 |
| Keefer, T. C.....                 | 100 00     | Kirby, Thomas H.....        | 25 00 |
| Howell, S.....                    | 100 00     | Orme & Son.....             | 25 00 |
| Burbidge, Mr. Justice.....        | 100 00     | Lett, W. P. Jr.....         | 25 00 |
| Arnoldi, K.....                   | 100 00     | May, Geo. & Sons.....       | 25 00 |
| Bowell, Hon. McK.....             | 100 00     | Simpson, A.....             | 25 00 |
| Haggart, Hon. J.....              | 100 00     | McCormick, R. A.....        | 25 00 |
| Cameron, J. A.....                | 100 00     | McNeil, J. R.....           | 25 00 |
| Davis, W. H.....                  | 100 00     | Sinclair, R. V.....         | 25 00 |
| Blackburn, R.....                 | 70 00      | Gwynne, Hon. Mr. Justice... | 25 00 |
| Calderon, A. M.....               | 50 00      | Masson, A.....              | 25 00 |
| Pinhey, C. H.....                 | 50 00      | Topley, W. J.....           | 25 00 |
|                                   |            | Burritt, H. S.....          | 25 00 |

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| Boyden, J.....              | 25 00 | Blythe, G. R.....        | 10 00       |
| McLelan, A. W.....          | 25 00 | Skinner, Josh.....       | 10 00       |
| Kaulbach, C. C., M. P.....  | 25 00 | White, Lieut. Col.....   | 10 00       |
| Lougheed, Hon. Jas. A.....  | 25 00 | Hawkin, F.....           | 10 00       |
| Harris & Campbell.....      | 25 00 | Mather, Jas.....         | 10 00       |
| Whillans, Wm.....           | 20 00 | Balderson, J. M.....     | 10 00       |
| Chrysler, F. H.....         | 20 00 | Wyld, Wm.....            | 10 00       |
| Bradley & Snow.....         | 20 00 | Kidd, George E.....      | 10 00       |
| Gormully, J. J.....         | 20 00 | A friend per Baroness    |             |
| McIntyre, A. F.....         | 20 00 | Macdonald.....           | 10 00       |
| Browne, Eb.....             | 20 00 | Brown, R. D.....         | 10 00       |
| White, Hon. Peter.....      | 20 00 | Douglas, R. C.....       | 10 00       |
| Colville, Hon. Capt.....    | 20 00 | Robins, Paul M.....      | 5 00        |
| Stanley, Lady Alice.....    | 15 00 | MacCraken, John I.....   | 5 00        |
| Pritchard & Andrews.....    | 15 00 | Millar, H.....           | 5 00        |
| St. Bartholomew's Church... | 14 93 | Abbott, J. B.....        | 5 00        |
| McRae & Co.....             | 10 00 | Fleck, Alex. Jr.....     | 5 00        |
| Cassels, Robt.....          | 10 00 | Stratton, C.....         | 5 00        |
| Holbrook, G. M.....         | 10 00 | MacTavish, Mrs.....      | 5 00        |
| Stephens, A. J.....         | 10 00 | Stewart, Mrs. Wm.....    | 5 00        |
| Spittal, A.....             | 10 00 | Stewart, N.....          | 5 00        |
| Wilson, Z.....              | 10 00 | Nicholson, V. C.....     | 5 00        |
| A friend per Baroness       |       | Fisher, J. P.....        | 5 00        |
| Macdonald.....              | 10 00 | Workman, Thomas.....     | 5 00        |
| Way, A. F.....              | 10 00 | Gemmell, J. A.....       | 4 00        |
| Lynch, F. J.....            | 10 00 | G. W. McCullough.....    | 31 25       |
| Storey & Lyon.....          | 10 00 | Estate of the late W. R. |             |
| Slynn, S. S. Estate.....    | 10 00 | Thistle.....             | 200 00      |
| Ross, P. D.....             | 10 00 |                          |             |
| Cunningham, C. R.....       | 10 00 |                          |             |
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# Statement of Subscriptions to Furnishing Fund Received by the Treasurer.

Per Lady Macdonald.

|                                                  |           |
|--------------------------------------------------|-----------|
| Hon Peter McLaren.....                           | \$ 150 00 |
| Archibald Stewart.....                           | 25 00     |
| James Ross.....                                  | 100 00    |
| S. Scott.....                                    | 30 00     |
| A. F. Gault.....                                 | 100 00    |
| W. A. Murray.....                                | 40 00     |
| G. R. Prowse.....                                | 25 00     |
|                                                  | <hr/>     |
|                                                  | 470 00    |
| Lady Macdonald.....                              | 30 00     |
| Hon. Mrs. E. Dewdney.....                        | 30 00     |
| Hon. Mrs. C. H. Tupper....                       | 30 00     |
| Hon. Mrs. Costigan.....                          | 20 00     |
| Hon. Mrs. Lambart.....                           | 10 00     |
| Lady Caron.....                                  | 30 00     |
| Mrs. Gwynne.....                                 | 30 00     |
| Miss Gwynne & Miss Fleming                       | 30 00     |
| Lady Thompson.....                               | 30 00     |
| Mrs. J. M. Currier.....                          | 30 00     |
| Mrs. Alonzo Wright.....                          | 30 00     |
| Miss Harmon.....                                 | 30 00     |
| Mrs. H. N. Bate.....                             | 30 00     |
| Mrs. Chas. Magee.....                            | 20 00     |
| Mrs. G. H. Perley.....                           | 15 00     |
| The Misses Powell.....                           | 5 00      |
| Mrs. Herridge.....                               | 15 00     |
| Mrs. Farries.....                                | 5 00      |
| Collected by Hon. Mrs. E. H.<br>Bronson.....     | 60 00     |
| Collected by Mrs. Fleck and<br>Mrs Gillelan..... | 50 00     |
| Hon. Mrs. J. A. Chapleau....                     | 30 00     |
| Mrs. White, Besserer St....                      | 5 00      |
| Proceeds Miss Ingall's Concerts                  | 51 00     |
| Collected by Mrs. W. G.<br>Perley.....           | 75 00     |
| Mrs. Isbester.....                               | 32 00     |
| Mrs. Martin Griffin.....                         | 5 00      |
| Mrs. Hiram Robinson.....                         | 10 00     |
| Mrs. G. M. Holbrook.....                         | 5 00      |
| Mrs. H. A. F. MacLeod.....                       | 10 00     |
| Mrs. I. Wood.....                                | 6 60      |

|                                                                                                                   |            |
|-------------------------------------------------------------------------------------------------------------------|------------|
| Mrs. I. Thorburn.....                                                                                             | 5 00       |
| Mrs. W. H. Tracey.....                                                                                            | 1 00       |
| Mrs. W. D. Armstrong....                                                                                          | 1 00       |
| Mrs. J. Y. Rochester.....                                                                                         | 5 00       |
| Mrs. F. T. Graves.....                                                                                            | 5 00       |
| Mrs. R. Blackburn.....                                                                                            | 30 00      |
| Mrs. J. P. Featherston.....                                                                                       | 30 00      |
| Mrs. A. T. Stevens.....                                                                                           | 5 00       |
| Mrs. F. White.....                                                                                                | 5 00       |
| Collected by Mrs. McL. Stewart                                                                                    | 10 00      |
| Collected by Mrs. McNab....                                                                                       | 45 00      |
| Collected by Mrs. Armstrong.                                                                                      | 20 00      |
| Collected by Mrs. Skead....                                                                                       | 76 30      |
| Mr. R. Lucas.....                                                                                                 | 24 33      |
| Mr. and Mrs. Lucas.....                                                                                           | 48 67      |
| Mrs. Perkins (collected by)...                                                                                    | 2 00       |
| Her Excellency the Lady<br>Stanley of Preston.....                                                                | 50 00      |
| Hon. G. H. W. Walsh.....                                                                                          | 20 00      |
| Proceeds Ambulance Lectures<br>1891.....                                                                          | 171 00     |
| Miss Clifton.....                                                                                                 | 10 00      |
| Collected by Mrs. McNab....                                                                                       | 2 00       |
| Lord Mount Stephen.....                                                                                           | 250 00     |
| McKinley & Northwood.....                                                                                         | 25 00      |
| Miss Mary Scotts' Sunday<br>School class St. Andrew's<br>Church.....                                              | 15 25      |
| Bank Interest.....                                                                                                | 21 08      |
|                                                                                                                   | <hr/>      |
|                                                                                                                   | \$2 106 93 |
| Value of Articles contributed<br>without the funds passing<br>through Treasurer's hands....                       | 753 00     |
| Balances of amounts paid out<br>for disbursements to pur-<br>chasing Committees, and<br>refunded, not being used. | 25 35      |
|                                                                                                                   | <hr/>      |
|                                                                                                                   | \$2,885 28 |





# Details of Collections included in Treasurer's Statement.

## Collect'd by Mrs McL. Stewart

|                     |      |
|---------------------|------|
| " Mr. H. Lee.....   | 1 00 |
| " Mr. Pereira ..... | 1 00 |
| " Mr. Irwin.....    | 2 00 |
| " Mrs. McL Stewart  | 1 00 |
| " Mrs. MacTavish..  | 5 00 |

\$10 00

## Collected by the Hon. Mrs. Bronson.

|                      |       |
|----------------------|-------|
| " Mrs. E. H. Bronson | 15 00 |
| " Mr. F. P. Bronson. | 15 00 |
| " Mrs. H. F. Bronson | 10 00 |
| " Mrs. R. Crannell.. | 5 00  |
| " Mrs. W. G. Bronson | 2 00  |
| " Mr. D. A. Martin.  | 5 00  |
| " Mr W. McGillivray  | 5 00  |
| " Mr. D. Ring.....   | 2 00  |
| " Mr. I. Allen.....  | 2 00  |
| " Miss Isab. Bronson | 1 00  |

\$62 00

## Collected by Mrs. Charles MacNab.

|                               |       |
|-------------------------------|-------|
| " Mrs. Christie.....          | 5 00  |
| " Mrs. A. Christie..          | 5 00  |
| " The Misses Read..           | 5 00  |
| " Miss Maria Read..           | 2 00  |
| " Mrs. G. B. Greene.          | 2 00  |
| " Mr. J. Christie....         | 2 00  |
| " Mr. and Mrs. C. MacNab..... | 20 00 |
| " Mrs. J. L. Smith..          | 2 00  |
| " Miss Wilson.....            | 1 00  |
| " Mrs. Mathewson..            | 1 00  |
| " Mr. Chas. Pinhey.           | 2 00  |

## Sent in by Miss Maria Read in 1892.....

2 00

\$49 00

## Collected by Mrs. J. R. Armstrong.

|                           |       |
|---------------------------|-------|
| W. M. Matheson.....       | 5 00  |
| J. M. Balderson . . . . . | 5 00  |
| Taylor McVeity.....       | 5 00  |
| J. R. Armstrong.....      | 10 00 |

\$25 00

## Collected by Mrs. W. G. Perley and Miss Mathews.

|                            |                 |
|----------------------------|-----------------|
| Lady Grant .....           | } Blankets      |
| Mrs. T. McKay.....         |                 |
| Mrs. Perkins.....          |                 |
| Mrs. W. Scott.....         |                 |
| Mrs. Mather.....           |                 |
| Miss Mather.....           |                 |
| Miss Taylor.....           |                 |
| Miss Richards.....         |                 |
| Mrs. G. F. Henderson.....  |                 |
| Mrs. J. L. Macdougall..... |                 |
| Mrs. W. Hutchison.....     |                 |
| Mrs. T. C. Bate.....       |                 |
| Mrs. Macpherson.....       | } Kitchen Range |
| Miss Stockand .....        |                 |
| Miss Northwood.....        |                 |
| Mrs. Cameron.....          |                 |
| Mrs. J. Roberts.....       |                 |
| Mrs. Graham.....           | } \$75 00       |
| Dr. K. D. Graham.....      |                 |

## Collected by Mrs. E. Skead.

|                           |                 |
|---------------------------|-----------------|
| Mr. W. S. Davis.....      | } Kitchen Range |
| Mrs. C. S. Patterson..... |                 |
| Mrs. Moore.....           |                 |
| Mr. Isbester.....         |                 |
| Mr. Allan.....            |                 |
| Mr. King.....             |                 |
| Mr. Masson.....           |                 |
| Mr. Rosenthal.....        |                 |
| Mr. W. Mackay.....        |                 |
| Mrs. E. B. Eddy.....      |                 |
| Mrs. C. L. Gibbs.....     |                 |
| Mr. Sedgewick.....        |                 |
| Mrs. G. Henderson.....    | } \$76 00       |
| Mr. R. Hurdman.....       |                 |
| Mr. G. Thompson.....      |                 |
| Mr. Miall.....            |                 |
| Mrs. C. S. Shaw.....      | } \$76 00       |
| Mrs. E. Mackay.....       |                 |

Subscription for Maintenance given to Her Excellency The Lady Stanley of Preston - \$4,000 00

PRINTING COMMITTEE : { A. M. BURGESS,  
R. G. CODE,  
J. P. FEATHERSTON.